



राजपत्र, हिमाचल प्रदेश

हिमाचल प्रदेश राज्य शासन द्वारा प्रकाशित

शिमला, बुधवार, 25 जून, 2014 / 4 आषाढ़, 1936

हिमाचल प्रदेश सरकार

HOME DEPARTMENT

NOTIFICATION

Shimla-2, the 20th June, 2014

No. Home-B (B) 2-11/2006-Vol. I.—In continuation of this department notification No. Home-II (B) 15-62 (IV) dated 17-11-1992, the Governor, Himachal Pradesh in exercise of the powers vested in her under Section 3 (1) of the Prevention of Corruption Act, 1988, is pleased to confer the powers of Special Judge upon the District and Sessions Judge, Kangra at Dharamshala under aforesaid Act.

By order,
Sd/-
Chief Secretary .

**H.P. BOARD OF DEPARTMENTAL EXAMINATION
FAIRLAWNS, SHIMLA-171012**

NOTIFICATION

Dated : 9th May, 2014

No. HIPA (Exam)-20/76-VI.—In exercise of the powers conferred by Rule 24(2) of H.P. Board of Departmental Examination Rules, 1997 as notified by Government of Himachal Pradesh, Department of Training & Foreign Assignments, vide notification No. Per (Trg.) B (12)-40/95 dated 13.3.1997, the H.P. Board of Departmental Examination in consultation with the H.P. Public Service Commission hereby carry out following amendments by substituting clauses relating to Syllabus for the Departmental Examination in respect of Officers of Agriculture, Horticulture, Statistics, Election, Welfare, Civil Defence and Home Guards Departments of the H.P. Government (both Technical/Non Technical Officers) as per Annexure-III attached hereto. It is hereby clarified that from the date of issue of the present notification the Syllabus as mentioned in Annexure-III shall stands amended and replace the existing Syllabus for Departmental Examinations in respect of Officers as detailed in schedule 'B' and 'D' (as per Annexure-III) attached to the Departmental Examination Rules, 1997, namely:—

1. Short title and commencement.—(i) These Rules shall be called the Himachal Pradesh Departmental Examinations (Tenth Amendment) Rules, 2014.

(ii) These Rules shall come into force from the date of publication in Rajpatra, Himachal Pradesh.

2. Amendment of Rule 24(1) Paper and Syllabus.—For the existing provision against Sub Rule(1) of Rule 24, the Syllabus for the Departmental Examinations of Technical/Non-Technical Officers mentioned in schedule B & D shall be amended as shown in Annexure –III to these Rules.

By order,
Sd/-

Secretary,

*H.P. Board of Departmental Examination,
Fairawns, Shimla-171012.*

ANNEXURE-III

Name of the Department	Training & Foreign Assignment (H.P. Institute of Public Administration)
Name of the post	Amendment of Syllabus as per Rule 24(1) of Departmental Examination Rules, 1997.

Sl. No.	EXISTING PROVISION	AMENDMENT APPROVED BY THE COMMISSION
1.	AGRICULTURE DEPARTMENT Paper-3 (Rules and Acts) 1. The seeds Act, 1966, Seed Rules 1968 and Seeds Control order. 2. The Fertilizer (control) 1985. 3. The Insecticides Act, 1968 and Rules made there under. 4. The Himachal Pradesh Agriculture and Horticulture Produce Marketing Development and Regulation) Act, 2005 and Rules.	AGRICULTURE DEPARTMENT Paper-3 (Rules and Acts) 1. The seeds Act, 1966, Seed Rules 1968 and Seeds Control order. 2. The Fertilizer (control) orders, 1985. 3. The Insecticides Act, 1968 and Rules made there under. 4. The Himachal Pradesh Agriculture and Horticulture Produce Marketing Development and Regulation Act, 2005 and Rules.

<p>5. The Himachal Pradesh Agriculture Pest, Disease and Noxious Weeds Act, 1969.</p> <p>6. The constitution and working of H.P. Seed and Organic Produce Certification Agency.</p> <p>7. The H.P. land Development Act, 1973 and Rules made there under.</p> <p>GENERAL</p> <p>1. National Agriculture Policy/ State Priorities for Agriculture Development.</p> <p>2. Extension Reforms, Role of Mass Media in Extension and public Private Partnership in Agriculture.</p> <p>3. Agro- climatic Regional Planning for Agriculture Development.</p> <p>4. Watershed Development Approach and concept.</p> <p>5. W.T.O. Agreement on Agriculture.</p> <p>6. Empowerment of Women in Agriculture, Role of gender resources center.</p> <p>7. Sustainable Agriculture- Organic Farming, Integrated Nutrient Management, Integrated Pest Management.</p> <p>8. Agri- Export Zones.</p> <p>9. Diversified Agriculture for enhanced farm income.</p>	<p>5. The constitution and working of H.P. Seed and Organic Produce Certification Agency.</p> <p>6. The Himachal Pradesh Service Guarantee Act, 2011 and Rules.</p> <p>7. Right to Information Act, 2005</p> <p>GENERAL</p> <p>1. National Agriculture Policy /National Policy for Farmers.</p> <p>2. Organic Farming Policy of the State.</p> <p>3. Extension Reforms and Role of Mass Media in Extension.</p> <p>4. Agriculture Potential and Agro-climate Regional Planning.</p> <p>5. Watershed Development and natural resource management.</p> <p>6. W.T.O. Agreement on Agriculture.</p> <p>7. Empowerment of Women in Agriculture.</p> <p>8. Sustainable Agriculture and climate Change.</p> <p>9. Diversified Agriculture for enhanced farm income.</p> <p>10. Precision Farming through protected cultivation and Micro Irrigation.</p> <p>11. Contingency crop planning.</p> <p>12. Agriculture growth through Rashtriya KrishiVikas Yojna.</p>
<p>2. HORTICULTURE DEPARTMENT PAPER –3 (RULES AND ACTS)</p> <p>1. Development of Horticulture in Himachal Pradesh with specific relation to various schemes in operation.</p> <p>2. Status of Horticultural Industry in Himachal Pradesh.</p> <p>3. Problems and Solutions of Horticultural Industry in Himachal Pradesh.</p> <p>4. Objects and Scope of different schemes in operation in Horticulture Department.</p> <p>5. Basic Principle and Practices of Nursery Propagation of Fruit Plants.</p>	<p>HORTICULTURE DEPARTMENT PAPER –3 (RULES AND ACTS)</p> <p>A. Technical</p> <p>1. Development of Horticulture in Himachal Pradesh with specific relation to various schemes in operation viz. State Planschemes, Centrally Sponsored schemes like Horticulture Mission for North East and Himalayan States (HMNEH), Rashtriya Krishi Vikas Yojna (RKVY), National Mission on Medicinal Plants(NMMP), National Mission on Microirrigation and Apple Rejuvenation Scheme.</p>

6. Natural vagaries which orchardist has to face in the State and how can combat them.	2. Strategies and road map for the sustainable Development of Horticulture in Himachal Pradesh especially in context to climate change.
7. Problem of utilisation of un-marketable fruit and their solution with specific reference to steps taken by the state in this regard.	3. Mandate of Progeny cum Demonstration Orchards (PCDOS) of the Department and steps taken by the Govt. for improvement of its infrastructure.
8. Constitution and working of Himachal Pradesh Horticulture Produce Marketing and Processing Corporation.	4. Constraints in productivity improvement and steps taken in this regard by the Govt. for its improvement.
9. Importance and salient features of Himachal Pradesh Nursery Registration Act, 1973 and H.P. Nursery Registration Rules, 1997	5. Importance of Diversification in Horticulture.
10. Importance and salient features of Himachal Pradesh Pests, Diseases and obnoxious weeds Act, 1969.	6. Integrated Pest and Disease Management in Fruit crops.
11. Rules governing grant subsidies in Department of Horticulture for establishment of garden colonies, community gardens and others.	7. Basic Principles and Practices of Nursery Propagation of Fruit Plants with special reference to clonal rootstocks.
12. Importance, salient features and working of various horticultural loans by the Financial Institutions.	8. Disaster management plan for fruit crops affected by various natural calamities.
13. Applied Nutrition Programme.	9. Weather based crops insurance scheme for Apple and Mango fruit crops to compensate the farmers for losses to fruit crops due to adverse weather conditions.
14. H.P. Panchayati Raj Act (as amended from time to time) and rules made there-under	10. Leaf analysis and integrated nutrient management in fruit crops.
15. Election Rules relating to Panchayati Raj Bodies.	11. Problem of utilization of un-marketable fruit and their solution with specific reference to steps taken by the State Govt. in this regard.
16. All State Act covering Agriculture/Cooperation (bare Acts will be provided)	12. Marketing of fruits through .
17. Implementation of insecticides.	13. Constitution and working of Himachal Pradesh Horticulture Produce Marketing and Processing Corporation.
18. Fertilizer control over for quality control of fertilizer.	14. Role of National Horticulture Board in promoting Horticulture industry in the State.
19. Any other Acts and Rules applicable in Himachal Pradesh.	15. Important pest and diseases of temperate fruits and their management.
	16. Insect pests and diseases of important sub tropical fruits in Himachal Pradesh and their management.
	17. Protected cultivation through introduction of precision farming techniques.
	18. Rules governing grant of subsidy in Department of Horticulture

		<p>foreestablishment of garden colonies, community gardens and others.</p> <p>B. Acts and rules</p> <ol style="list-style-type: none"> 1. Importance and salient features of Himachal Pradesh Nursery registration Act, 1973 and H.P. Nursery registration rules, 1973 2. Importance and salient features of Himachal Pradesh Pest, Diseases and obnoxious weeds Act, 1969. 3. H.P. Panchayati Raj Act (as amended from time to time) and rules made thereunder. 4. Implementation of central Insecticide Act, 1968. 5. Fertilizer control order for quality control of fertilizer. 6. All State Acts covering Agriculture/ Cooperation (bare Acts will be provided). 7. Any other Acts and Rules applicable in Himachal Pradesh.
3.	<p>STATISTICS DEPARTMENT (Economics and Statistics) (Economics and Statistics as well as the Planning Department (including Economists and/or Statisticians/ Research Officers of all other Departments).</p> <p>Rules and Acts (Paper No. 3)</p> <ol style="list-style-type: none"> 1. Type of statistical systems, development of national and state statistical systems in India over years, functions of different statistical organizations at the centre and in the states. 2. Population census (livestock census, agriculture census, and economic census, techniques adopted, types of data generated, changes in concepts and definitions in various censuses. 3. National sample survey, organization, type of data being generated by it in socio-economic, agriculture and industrial fields. 4. Measures of central tendency and dispersion, probability, inter-polation, binominal, Poisson and normal distributions, large and small sample theory. 5. Standard sampling distributions such as t, x², f and tests of significance based on 	<p>STATISTICS DEPARTMENT (Economics and Statistics) (Economics and Statistics as well as the Planning Department (including Economists and/or Statisticians/ Research Officers of all other Departments).</p> <p>Paper No. 3 (Rules and Acts)</p> <ol style="list-style-type: none"> 1. Type of statistical systems, development of national and state statistical systems in India over years, functions of different statistical organizations at the centre and in the states. 2. Population census (livestock census, agriculture census, and economic census, techniques adopted, types of data generated, changes in concepts and definitions in various censuses. 3. National sample survey, organization, type of data being generated by it in socio-economic, agriculture and industrial fields. 4. Measures of central tendency and dispersion, probability, inter-polation, binominal, Poisson and normal distributions, large and small sample theory. 5. Standard sampling distributions such as

	<p>them. Correlation co-efficient, curve fitting.</p> <p>6. Analysis of variance, theory theory of linear estimation, two way classification with interaction. Basic principles of design of experiments, layout and analysis of common designs such as randomized blocks.</p> <p>7. Latin square Factoral experiments and confounding missing plot techniques.</p> <p>8. Sampling technical; simple random sampling with and without replacement, stratified sampling, ratio and regression estimates, cluster sampling, multistage sampling and systematic sampling, non sampling errors.</p>	<p>t,x2, f and tests of significance based on them. Correlation co-efficient, curve fitting.</p> <p>6. Analysis of variance, theory of linear estimation, two way classification with interaction. Basic principles of design of experiments, layout and analysis of common designs such as randomized blocks.</p> <p>7. Latin square factorial experiments and confounding missing plot techniques.</p> <p>8. Sampling technical; simple random sampling with and without replacement, stratified sampling, ratio and regression estimates, cluster sampling, multisage sampling and systematic sampling, non sampling errors.</p> <p>9. Concept of national income and social accounting and its sectoral and regional distribution; measurement of national income; Inter-relationship between three measures of national income in the presence of the Government sector and international transactions; Measuring Economic Welfare; PQLI and H.D Index.</p> <p>10. Classification of Index number; problems in the construction of index number; comparison of different methods of weighting; weighted average of price relatives; quantity index number; mathematical consistency; fixed and chain base indices; base shifting; splicing and deflating; consumer price index number (CPI); wholesale price index number (WPI); methods of compilation of CPI and WPI.</p>
4.	<p>ELECTION DEPARTMENT Paper-5 (Election Law)</p> <p>1. Returning Officer's Hand Book. 2. Presiding Officer's Hand Book 3. Hand Book for Candidates. 4. Consolidated Instructions of the Election Commission. 5. Hand Book for Electoral Registration Officers.</p>	<p>ELECTION DEPARTMENT Paper-5 (Election Law)</p> <p>1. Returning Officer's Hand Book. 2. Presiding Officer's Hand Book 3. Hand Book for Candidates. 4. Compendium of Instructions (Vol 1 to 4). 5. Hand Book for Electoral Registration Officers.</p>

		6. Hand Book for Booth Level Officers. 7. Instructions on Election Expenditure Monitoring.
5.	WELFARE DEPARTMENT Paper No. 3 Welfare 1. Integrated Child Development Services Scheme, its origin, objectives and monitoring tools of ICDS. 2. National Nutrition Policy, Strategies to arrest malnutrition, role of micro-nutrients, anemia among women and children, role of sanitation and hygiene in over-all health strategies. 3. National Policy on children and Child Action Plan. 4. Social Legislations relating to children such as J.J.(care & protection) Act, Child marriage Prohibition Act. 5. Various Institutions such as Bal/Balika Ashrams, Juvenile Homes, children Homes etc. 6. National Women Empowerment Policy-2001, its components and monitoring mechanism. 7. Social Legislations relating to Women such as Immoral Trafficking Prohibition Act, 1956, Dowry Prohibition Act, 1961, Mechanism prescribed for Protection of Women from Sexual Harassment at work places, Act for Protection of Women from Domestic Violence, 2005 and the Rules of this Act, H.P. Registration of Marriages Act, 1996 and Rules, 2004 8. National/State Commission for Women. 9. H.P. Mahila Vikas Nigam. 10. Central/State schemes for Women and children. 11. Rajya Mahila Samiti. 12. Schemes relating to girl child including Balika Samridh Yojana, Kishori Shakti Yojana, P.C.& P.N.D.T Act.	WELFARE DEPARTMENT Paper No. 3 Welfare (1). SCs/ STs / OBC and Minority Sectors > Constitutional safe guards for Scheduled castes and scheduled Tribes, > Major problems of SCs/ STs/OBCs and Minority in Himachal Pradesh, > Schedules Caste Sub-Plan- concept, implementation, impact monitoring evaluation, > Tribal Areas of Himachal Pradesh, single line administration, Tribal Advisory Council and Project Advisory Committee-Policy and powers, Tribal Sub-Plan-concept, implementation, impact monitoring evaluation, > Central/ State Scheme for Scheduled Castes/ Scheduled Tribes/Minority, > H.P.Vidhan Sabha Committee for SCs/ STs, > Constitutions, functions and role of District Welfare Committee, (2).Schemes/ Programmes > State/ Centrally sponsored Schemes for the Welfare of SCs / STs / OBCs and Minority, > Schemes of National / State Corporations for SCs/STs / OBCs and Minority, (3). Functions and role of Commissions > National Commission for Scheduled Castes/ Scheduled Tribes > National Commission for Backward Classes > National Commission for Minorities > National Commission for Linguistic Minorities > National Commission for Economically Backward Classes Commission > State Commission for Backward Classes (4). Boards > Constitutions, role and functions of Labana/ Kabirpanthi / Gorkha / SCs / OBCs / Minority Boards.

		(5). Legislations > Protection of Civil Rights Acts, 1995, Scheduled Castes/ Scheduled Tribes (Prevention of Atrocities) Act, 1989 and Rules there under.
	Paper-4 (Welfare) Paper No. 4 Welfare (Backward Classes Sector) <ol style="list-style-type: none"> 1. Constitutional safeguards for Scheduled Castes/ Scheduled Tribes. 2. Major Scheduled Castes/Scheduled Tribes/ Backward Classes and Minorities in Himachal Pradesh and their problems, measures and solutions. 3. Social legislation- Protection of Civil Rights Act, 1955 & Rules 1977, Scheduled Caste/ Scheduled Tribes (Prevention of Atrocities) Act, 1989 & Rules 1995, H.P. Land Regulation Act 1968- Implementation thereof. 4. National Commission for Scheduled Caste/ Scheduled Tribes/ National Commission for Backward Classes/ National Commission for Minorities/ National Commission for Linguistic Minorities / State Commission for Backward Classes- recommendations thereof. 5. H.P. Vidhan Sabha Committee for Scheduled Caste/ Scheduled Tribes. 6. Central/State sponsored schemes for Scheduled Caste/ Scheduled Tribes/ OBCs/Minorities and their impact and implementation. 7. Scheduled Caste Sub Plan History, Impact and implementation, monitoring & evaluation system. 8. Constitution, function and role of District Welfare Committee. 9. H.P Scheduled Caste/ Scheduled Tribe Corporation/H.P BCs Finance & Development Corporation/ H.P. Minorities Finance & Development Corporation- function and Programmes. 10. National Scheduled Caste Development Corporation, National Scheduled Tribe Development Corporation- Function and Programmes. 11. State Level Welfare Boards- Scheduled Castes/ Other Backward Classes/ 	Paper-4 Welfare (Backward Classes Sector) (1) Probation <ol style="list-style-type: none"> (1) Definition, historical background, (2) Probation of Offenders Act, 1958, (3) H.P. Probation of Offenders Rules, 1961, (4) H.P. Good Conduct Prisoner's Act-1968 and Rules there under, (2) Social Security Schemes <ol style="list-style-type: none"> 1. Concept of Social Security, 2. State Social Security Pension Schemes, 3. National Social Assistance Programme including Annapurna, 4. e-kalyan software (3) Welfare of Aged <ol style="list-style-type: none"> 1. State / Centrally Sponsored Schemes for the Welfare of Aged, 2. National Policy for older persons, 3. H.P. Maintenance of Parents and Department Act, 2001, 4. H.P. Maintenance of Parents and Department Rules, 2002, (4) Beggary <ol style="list-style-type: none"> 1. Extent of problem, causes, consequences and prevention, 2. H.P. Prevention of Beggary Act, 1979 and Rules there under, (5) Drug (sub stance) abuse <ol style="list-style-type: none"> 1. Extent of problem in India and Himachal Pradesh, Causes, prevention and rehabilitation, 2. National Anti Drug Strategy, 3. State / Centrally Sponsored Schemes for the prevention of drug abuse (6) Right of Information Act, 2005 and Rules there under

	<p>Minorities/ Labana/ Kabirpanthi/ Gorkha- Constitution, functions, important decisions etc.</p> <p>12. Tribal Areas in Himachal Pradesh and their topographical conditions of tribal Districts viz Kinnaur, Lahaul & Spiti and Chamba (Pangi & Bharmour).</p> <p>13. Tribal Sub Plan- Concept, Impact and implementation, Monitoring & evaluation system.</p> <p>14. Single line Administration in Tribal Areas, Tribal Advisory Council and Project Advisory Committee-Administration Structure, Policy & Powers and</p> <p>15. Impact of schemes for Welfare of Scheduled Tribes.</p>	<p>(7) H.P. Public Services Guarantee Act, 2011 and Rules there under.</p>
	<p>Paper-5 (Welfare) Paper No.5 Welfare (Social Defence)</p> <p>(1) Disability Sector:—</p> <ul style="list-style-type: none"> ▫ Disability its concept, types of disability, early detection of disabilities, prevention of disabilities and rehabilitation Procedure for assessment of disabilities and Issuing of Identity Cards to Persons with Disabilities and facilities after availing Disability identity card. <p>Legislation:—</p> <ul style="list-style-type: none"> ▫ The Person with Disabilities (Equal Opportunities, Protection of Rights & Full Participation) Act, 1995 & rules made there under, ▫ National Trust for the Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disabilities Act 1999, ▫ The Rehabilitation Council Act of India 1992. <p>Programmes, policies relating to persons with disabilities:—</p> <ul style="list-style-type: none"> ▫ Various central/ state sponsored scheme for Persons with Disabilities- National Handicapped Finance & Development Corporation- Functions and Programmes. Impact and implementation of schemes and problems, measures and solutions. 	<p>Paper No.5 (Welfare) Paper No.5 Welfare (Social Defence)</p> <p>(1) Disability</p> <ul style="list-style-type: none"> >. Causes, types of disabilities, early deduction of disabilities, prevention of disabilities and rehabilitation, >. Procedure for assessment /certification of disabilities, >. Procedure for issuance of identity cards to the persons with disability, >. e-pehchan software, <p>(2). Legislation/ Policies for Persons with Disabilities</p> <ul style="list-style-type: none"> >. The Persons with Disabilities (Equal Opportunities, Protection of Rights & full Participation) Act 1995/ Rules 2005, >. National Trust for Welfare of Persons With Autism, Cerebral Palsy, Mental Retardation and Multiple Disabilities Act, 1999, >. Rehabilitation Council of India, Act, 1992. >. Mental Health Act, 1987, >. National Policy for persons with Disabilities-2006, >. H.P. State Policy for Persons with Disability 2010, >. United Nations Convention on the Rights of Persons with Disabilities (UNCRPD), <p>(3). Schemes / Programmes</p> <ul style="list-style-type: none"> >. State Schemes for the persons with disabilities,

	<ul style="list-style-type: none"> ▫ National Policy for Person with Disabilities. ▫ Special schools for special children in Himachal Pradesh. <p>(II) Older person:-</p> <ul style="list-style-type: none"> ▫ Social Security concept, state social security pension schemes-implementation and impact thereof. ▫ Social Security for aged- Nation Social Assistance Programme, Annapurna. ▫ Institutional and non institutional services for the aged including state/centrally sponsored schemes. ▫ Legislations- The H.P. maintenance of Parents and Dependents Act 2001 and Rules 2002-Implementation thereof. ▫ National Policy for Older persons. ▫ <p>(III) Drug Abuse and Alcoholism:-</p> <ul style="list-style-type: none"> ▫ Extent of problem in India and Himachal Pradesh, causes, prevention and rehabilitation. ▫ Narcotic control strategy- action plan of Ministry of Social Justice & Empowerment. ▫ State/Central schemes for the prevention of drug abuse and alcoholism. <p>(IV) Probation Services:-</p> <ul style="list-style-type: none"> ▫ History and concept, role of department of Social Justice & Empowerment. ▫ Legislation- ▫ The Probation of Offenders Act, 1958. ▫ The H.P. Prevention of Beggary Act, 1979 and Rules 1980. ▫ The H.P. Good Conduct Prisoners Probation Release Act, 1968. <p>(V) Beggary:-</p> <ul style="list-style-type: none"> ▫ Extent of problem, causes, consequences and its prevention. ▫ Legislation- The H.P. Prevention of Beggary Act, 1979 and Rules 1980. 	<ul style="list-style-type: none"> >. Central Schemes for the persons with disabilities including schemes for NGOs and Schemes of National Trust, >. Schemes of National Handicapped Finance and Development Corporation, >. National Institute for persons with disabilities, >. Special Schools for Special Children.
--	---	---

	<p>(VI) NGOs Sector:-</p> <ul style="list-style-type: none"> ▫ Role of NGOs in the changing scenario particularly in social sector. ▫ H.P. Grant-in-Aid to Voluntary organizations, Rules 1981-implementation of programmes there under. ▫ H.P. Child Welfare Council, ▫ Central Social Welfare Board, State Social Welfare Board- function and structure, Other Voluntary Organization- constitution, functions, Registration Procedure etc. 	
6.	<p>CIVIL DEFENCE AND HOME GUARDS DEPARTMENT</p> <p>Paper-3</p> <ol style="list-style-type: none"> 1. Origin of Home Guards. 2. Organization of home guards, aims and objects, training and functions. 3. Role of home guards in civil defence duties. 4. Home Guards as auxiliary force to Police. 5. Recruitment general policy. 6. Physical standards and age group for Recruitment of home guards. 7. Service liability. 8. Organization and function of women home guards. 9. Duties of various ranks of home guard and whole time staff. 10. Camp layout, hygiene and sanitation and messing etc. 11. Qualities of good leader and man-management. 12. Home guards act and rules. 13. Procedure to call out and call of the home guards volunteers. 14. Use of field telephones. 15. Preparation of training programme for Courses as follows:- <ol style="list-style-type: none"> a. Basic course for 30 days. b. Advance course for 35 days. c. Leadership course for 21 days. d. JO's course for 30 days. e. Refresher course for 21 days and subjects to be taught are as under:— <ol style="list-style-type: none"> i. Drill with and without arms. ii. Guards duties. 	<p>HOME GUARDS AND CIVIL DEFENCE DEPARTMENT</p> <p>Paper-3 (Professional)</p> <ol style="list-style-type: none"> 1. H.P. Home Guards Act-1968 with latest amendments. 2. H.P. Home Guards Rules-1971 with latest amendments. 3. Home Guards Organization structure. 4. Home Guards Establishment. 5. Uniforms for Home Guards. 6. Home Guards Badges of ranks and Allied insignia. 7. Training of Home Guards. 8. Arms and Ammunition for Home Guards. 9. Home Guards –Financial Policy. 10. Reports and Returns. 11. Allowances and Honoraria. 12. Border Wing Home Guards. 13. Republic Day Parade and All India Home Guards and Civil Defence Professional and Sports meet. 14. President Home Guards and Civil Defence Medals and Home Guards and Civil Defence Medals and other Medals. 15. Welfare of Home Guards. 16. Home Guards Organization-Statutory Provisions.

	<ul style="list-style-type: none"> iii. Weapon training i.e.rifle, bayonet, Grenade, sten gun, LMG and revolver. iv. Field craft. v. Elementary tactics. vi. Patrolling and ambus. vii. Range firing. viii. CD and fire fighting and first-aid. <ul style="list-style-type: none"> 16. Explanation of stores types, prescribed life under normal usage and responsibilities of Bn.C.Ms. 17. Maintenance of ledgers and supporting vouchers. 18. Indenting local purchase ,receipts, issues and periodical stock verification of stores. 19. Requirement and upkeep of training Store, types of training stores and their use. 20. Temporary issues, collection of uniform from volunteers after temporary use. 21. Preservation, repairs, washing and storage of cotton and woolen articles. 22. Stores and accounting of arms and ammunition. 23. Care and maintenance of leather, Rubber, wooden and metal stores. 	
	<p>Paper-4</p> <ul style="list-style-type: none"> 1. Why civil defence is necessary ? 2. Problems likely to crop in an air raid emergency. 3. Civil defence organization in a town. A role of various civil defence service. 4. Warning system, lighting restrictions and ARP. 5. Types and effects of the Bomb/IB. 6. Protection against high explosive and incendiary bomb trenches obstruction of lights. 7. Fire fighting in emergencies. 8. Use of stirrup pump. 9. General principles of rescue, knowledge and use of simple rescue equipment ladders and ropes. 10. Emergency methods of rescue. 11. Civil defence act and rules. 	<p>Paper-4 (Professional)</p> <ul style="list-style-type: none"> 1. Challenges of Volunteer Management in Disaster. 2. Gender vulnerable Groups and Psychological Support. 3. Action and Practical/ Training on Disaster. 4. Civil Defence and Disaster Management – New Perspective. 5. Initiative, Approaches and Strategy in Disaster Management . 6. Responses to Hydro and Meteorological Disasters. 7. Responses to Geological Disaster. 8. Responses to Industrial, Chemical, Nuclear and Radiological Emergency. 9. Responses Accidents and other related Disaster. 10. Responses to Biological Disaster. 11. Civil Defence in India. 12. Organization of Civil Defence at Centre. 13. Civil Defence setup in the states. 14. Civil Defence-Financial Policy. 15. Planning for Civil Defence.

		16. Civil Defence – Reports and Returns. 17. Civil Defence-Conference, Sports, Medals and Awards etc. 18. Enrolment, Equipment and Preparation of Civil Defence Plans. 19. Training of Civil Defence Volunteers. 20. Disaster Scenario and Institutional arrangement in Disaster Management in India. 21. Disaster Management: Issues and Challenges. 22. Disaster and Development.
	Paper-5 1. Principles of first aid and first aid equipment. 2. Nature of injuries and problems to be faced by a first aider. 3. Organizing emergency services in Natural calamities from fire, flood, earthquake etc. 4. Role of home guards in peace and emergency. 5. Maintenance and use of vehicles. 6. Law relating to aid to civil authorities in emergency.	Paper-5 (Professional) 1. Organization and Functions of Civil Defence Engineering Service. 2. Organization and Functions of Rescue Service. 3. Man pack Rescue Equipment. 4. Building Construction and appreciation of the damage to the Buildings and Utilities. 5. Reconnaissance and Stages of Rescue. 6. Rescue Tools and uses. 7. Portable Flood Lighting. 8. Ropes and Lashings. 9. Ladders for Rescue work. 10. Use of Improvised and Mechanical Equipment in Rescue. 11. Raising and Supporting of Structural Elements. 12. Causality Handling in Rescue Operations. 13. Emergency Entry. 14. Rescue from Heights. 15. Disposal of Dead. 16. Repair, Demolition and Salvage. 17. Rescue operation under Non-conventional strike environment. 18. Rescue from Floods. 19. Rescue in case of Earthquakes. 20. Rescue by Helicopter. 21. Rescue from Crashed Aircrafts. 22. Care and Preservation of Stores. List of Reading Material 1. Relevant Acts, Rules and Notifications. 2. Home Guards Compendium of Instructions; Published by Directorate General Civil Defence, Ministry of Home Affairs, Govt. of India.

	<p>3. Civil Defence Compendium of Instructions; Published by Directorate General Civil Defence, Ministry of Home Affairs, Govt. of India.</p> <p>4. Manual on Rescue Techniques and Operations, 1993; published by Govt. of India, Ministry of Home Affairs.</p> <p>5. H.P. State Policy on Disaster Management, 2011.</p> <p>6. Handbook of Training, Capacity Building of Civil Defence and Sister Organizations (Part I&II) April, 2012; National Disaster Management Authority, Govt. of India.</p>
--	---

ब अदालत श्री जगत राम शर्मा, कार्यकारी दण्डाधिकारी एवं नायब तहसीलदार, इन्दौरा, जिला कांगड़ा, हि0 प्र0

मिसल नं0 : 8/ई0 एम0/2014

दिनांक पेशी : 26-6-2014

श्री कुलदीप सिंह पुत्र श्री कशमीर सिंह, निवासी वेवोवाल छनिया, तहसील दसूआ, जिला होशियारपुर, पंजाब प्रार्थी।

बनाम

आम जनता

प्रत्यार्थी।

विषय.—प्रार्थना—पत्र जेर धारा 13(3) जन्म एवं मृत्यु पंजीकरण अधिनियम, 1969 के अन्तर्गत जन्म तिथि पंजीकरण करने बारे।

प्रार्थी श्री कुलदीप सिंह पुत्र श्री कशमीर सिंह, निवासी वेवोवाल छनिया, तहसील दसूआ, जिला होशियारपुर, पंजाब ने प्रार्थना—पत्र प्रस्तुत करते हुए निवेदन किया है कि उसके पिता श्री कशमीर सिंह पुत्र श्री दिवान सिंह की मृत्यु दिनांक 26-1-2013 को गांव मीनवां, तहसील इन्दौरा, जिला कांगड़ा में हुई है लेकिन अज्ञानतावश उनकी मृत्यु तिथि को ग्राम पंचायत मीलवां, तहसील इन्दौरा, जिला कांगड़ा के अभिलेख में पंजीकृत न करवाया जा सका है उनकी मृत्यु तिथि को पंजीकृत करने के आदेश देने की अनुमति प्रदान करें।

इस इशतहार राजपत्र द्वारा सर्वसाधारण को सूचित किया जाता है कि उक्त श्री कशमीर सिंह पुत्र श्री दिवान सिंह, निवासी वेवोवाल छनिया, तहसील दसूआ, जिला होशियारपुर, पंजाब की मृत्यु तिथि को पंजीकृत करने बारे किसी व्यक्ति को कोई भी एतराज हो तो वह असालतन या वकालतन दिनांक 26-6-2014 को प्रातः 10.00 बजे अदालत हजा में हाजिर होकर अपना एतराज पेश कर सकता है। कोई एतराज पेश न होने की सूरत में जन्म तिथि को पंजीकृत करने के आदेश पारित कर दिए जाएंगे।

आज दिनांक 10-6-2014 को मेरे हस्ताक्षर व मोहर अदालत सहित जारी हुआ।

मोहर।

जगत राम शर्मा,
कार्यकारी दण्डाधिकारी एवं नायब तहसीलदार,
इन्दौरा, जिला कांगड़ा, हिमाचल प्रदेश।

PUBLIC NOTICE

I, Abhishek Kaundil s/o Shri Rajinder Prashad Kaundil, r/o Vanktesh Bhawan, Shiv Nagar, Totu, Shimla-11, do hereby declare that my date of birth has been wrongly entered in my school Record as 26-6-1995 instead of 27-6-1995. My date of birth be considered as 27-6-1995.

ABHISHEK KAUNDIL
*s/o Shri Rajinder Prashad Kaundil,
r/o Vanktesh Bhawan,
Shiv Nagar ,Totu, Shimla-11.*
